



# County of Los Angeles CHIEF EXECUTIVE OFFICE

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WILLIAM T FUJIOKA  
Chief Executive Officer

July 19, 2012

To: Supervisor Zev Yaroslavsky, Chairman  
Supervisor Gloria Molina  
Supervisor Mark Ridley-Thomas  
Supervisor Don Knabe  
Supervisor Michael D. Antonovich

From: William T Fujioka  
Chief Executive Officer

Board of Supervisors  
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First District

MARK RIDLEY-THOMAS  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

## PROBATION RETURN TO WORK QUARTERLY STATUS REPORT

On October 11, 2011, the Board instructed this Office to work with the Sheriff and Probation Departments to implement an improved Return to Work program based on the Sheriff's model, including quarterly status reports on implementation. Probation has taken ownership of this issue and is working diligently to get the next quarterly status report completed. Our Office is providing support and advice in the development of the report. Probation estimates it will need approximately two weeks to complete the report, with a target date of August 1, 2012.

In addition to the work Probation has undertaken to improve their Return to Work efforts, the Department is also actively working with the Department of Human Resources and the Chief Executive Office-Risk Management Branch to implement the new Countywide Absence Management System (AMS) for its Family and Medical Leave Act (FMLA) functions and is reviewing its current methods in order to implement the AMS for all leaves. Probation has recommended several enhancements to AMS, which will further improve their data collection and monitoring of the Return to Work function. The Department of Human Resources is working with the AMS consultant to analyze the feasibility of system enhancements to help Probation. If the enhancements are feasible, the new system will help Probation to electronically track all employees on leave and automate several of Probation's reports which have been produced manually.

Please contact Ellen Sandt of my staff at (213) 974-1186 if you have any questions or need additional information.

WTF:EFS:ef

c: Executive Office, Board of Supervisors  
County Counsel  
Human Resources  
Probation

*"To Enrich Lives Through Effective And Caring Service"*

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